



**Big Elk Meadows Association
Saturday, October 19, 2019
Meeting Minutes**

08:58 Call to Order by President

- Quorum verification – (Board members attending): Broome, Clevenger, Davis, Faughnan, Forsberg, Isenhart, Johnstone, Lazzeri, Sayler and Schwab. Director Broome left at 10:10.
- Members in Attendance: S. Davis, G. Scoma, B. Tolle, P. Cyphers
- Staff in Attendance: Flanagan, Darling-Orth
- Request for Executive Session made by Director Lazzeri for the purpose of discussing staff health insurance coverage.
- Approval of this Agenda with approved changes – First motion by Director Isenhart and second motion by Director Johnstone. President Clevenger called for the vote; all in favor.
- Approval of September 21, 2019 Meeting Minutes – First motion by Director Sayler and second motion by Director Forsberg. No discussion. President Clevenger called for the vote; all in favor.

09:04 Member Communication

G. Scoma – expressed gratitude for significant effort made by G. Christensen for the hard work involved in the CR47 petition to Larimer County.

VFD Report – Presented by Director Isenhart

09:22 Master Calendar

Director Faughnan motioned to combine the November and December Meetings due to scheduling conflicts. Combined November and December Board Meetings to be held on Dec 7th at the fire station if available. If the fire station is unavailable, the meeting will be held at the home of Director Broome, 330 Aspen Dr. Director Forsberg seconded the motion. Discussion. President Clevenger called for the vote; all in favor.

09:50 Ad-hoc Committee updates

Bugle: D. Sayler – Bugle does not seem to have the support needed. Board discussed concerns on e-mail program and pertinent conversations. Request to re-send the Bugle survey for review and comment by the Board. After review, the survey will be issued to the membership. With positive feedback from the membership, the Bugle will be created and issued quarterly by fiscal year.

Staffing: B Clevenger - Information is being gathered on work load and tasks, additional research being done before an analysis is completed.

09:35 Office Update

Director Broome presented the Office Committee Report on behalf of the Committee. Final bid came to 101K, then reduced to 48k. As volunteers, members S. Schwab of Schwab Plumbing will install plumbing, W. Unruh of Unruh Technologies LLC will install electrical and M. O’Connell of Home Detail LLC will perform carpentry and construction tasks. Foam insulation is recommended which would increase the quote by 3K. Digging a trench and pouring a concrete parameter around the old section of the office to further stabilize, insulate and reduce moisture to the structure has also been recommended at an increase of 3.6K. Materials will be donated by member B. Vernon of Budget Home Supply.



Director Faughnan motioned to approve relocation of the trash compactor, including addition of the recycle compactor to the most practical location which is to the left of the sand shed. Director Forsberg seconded the motion. Discussion. President Clevenger called for the vote; all in favor.

Office committee to review budget and additional funds needed to complete construction of the office along with relocating the trash compactor and adding the recycle compactor. Report to be provided to the Board for review, discussion and vote for increase in budget if needed.

10:06 Long Term Planning Committee

President Clevenger presented the Long-Term Planning Committee report on behalf of the committee. Overview of the Long-Term Planning and Water Rights Committee meeting including what the committee members learned about conditional and absolute water rights. President Clevenger provided an explanation of the value to the community and how the rights we have, do support the community as they currently stand. The remaining question was do the new dams support expansion and is transitioning from conditional to absolute water rights worth the expense.

10:25 Lake Health and Fish Habitat Committee

Director Forsberg presented the Lake Health and Fish Habitat Committee report on behalf of the Committee. Dissolved Oxygen (DO) readings have provided valuable information on health of the lakes, such as which seasons are healthiest and which seasons may need further research in support of a healthier environment. The Committee is in process of installing aeration systems and structures to house motors/pumps. Aeration for Little Deer retention pond is being worked on.

The Committee is looking for fish stocking assistance in order to reduce costs and increase funding. One plan is to invite an angler club to the next meeting and discuss options which support both organizations. Board discussion on catch and keep for next fishing season.

10:32 Communications Committee

Director Johnstone presented the Communications Committee report on behalf of the Committee. Board discussion on xBar7 tower and internet services. A stress test to be done for final installation of pad. Board discussion on installation of fiber optics. Board discussion on document retention and updating roof and door on cinderblock shed which houses documents. Board discussion on EVO payments and disbursements along with the prospect of switching to another company.

10:51 Finance Committee

Director Lazzeri presented the Finance Committee report on behalf of the Committee by advising the Asset Inventory has been completed. P. Cyphers presented a review of the Asset Summary. Director Lazzeri advised reconstruction costs continue to be managed and a report is in process. Board discussion on various insurance expenses. Board discussion on late assessment payments and the process of collections. Information on loan status shared: the Loomis loan has been retired leaving two remaining: CWCB and plow truck loans.

11:10 Reconstruction Committee

Director Faughnan presented the Reconstruction Committee report on behalf of the Committee.

Sunset Dam - 18 contractors showed at the mandatory bid mtg. Two contractors bid on the project.

Meadow Dam completed; Many thanks expressed to Project Manager of Meadow Dam, G. Christensen for installation of the lower flume and meter install. G. Christensen working w/ Zak Dirt to complete pay-aps, Closeouts are in process.



Director Johnstone presented the status of Rainbow Bridge. Standard beam bridge is recommended. The Committee is looking to have L4 bid on install which will save costs on mobilization of equipment. Four to five weeks out from build to delivery. Bridge to be shipped assembled.

Director Faughnan motioned to proceed with Big R fabricating of Rainbow Bridge with standard steel beams and timber top for amount specified and installation by lowest contractor bid. Director Isenhardt seconded the motion. Discussion. President Clevenger called for the vote. Directors Broome, Clevenger, Davis, Faughnan, Forsberg, Isenhardt, Lazzeri, Saylor and Schwab in favor. As Project Manager of the Rainbow Bridge and Sunset Dam projects, Director Johnstone abstained.

Director Johnstone presented a status report of Sunset Dam. After checking references, L4 was selected as contractor. L4 has shown to be very detailed on documentation and well apprised on who to work with from Boulder County and the State. Project to begin on October 28th. Transporting of materials to site is through Hickory Dr. Further investigation of vehicle type being brought in. Staging location is planned in Sunset lakebed.

Director Faughnan motioned to proceed with hiring GEI for oversight services of Sunset Dam project and signing the contract. Director Forsberg seconded the motion. No further discussion. President Clevenger called for the vote, Directors Broome, Clevenger, Davis, Faughnan, Forsberg, Isenhardt, Lazzeri, Saylor and Schwab in favor. As Project Manager of the Rainbow Bridge and Sunset Dam projects, Director Johnstone abstained.

Board discussion on Dam maintenance.

11:46 Old Business

Director Faughnan presented a review of the Friends of Big Elk Meadows letter followed by Board discussion on the various types of sponsorship of the community. Letter will be mailed to membership with follow up e-mail reminders. Director Saylor will assist by tracking all orders.

Board discussion on additional fines to member.

Board review of the Action Items list.

- Director HOA classes and attendance.
- Communications
 - Ballot Box Procedure – In process
- Social Activities
 - Hayride
 - Food Drive – coming up in November,
 - Holiday Brunch/Winter Celebration
 - Ribbon cutting ceremony for Meadow Dam
- ARC
 - 1032 Aspen
 - 374 Aspen
- Lot Maintenance
 - 15 Balsam Dr. – Address trash and debris. Encourage painting.
 - Mitigation of Horse Pasture
- Governance
 - On-line policy
- Fire Wise
 - Saws and Slaws – Spring

12:30 Adjourn Meeting: First motion by Director Johnstone, second motion by Director Saylor, all in favor. Next Board meeting is on Saturday, December 7, 2019 at 9 a.m. location Guthrie Station or 330 Aspen Dr. in Big Elk Meadows.

12:40 Executive Session

Respectfully submitted _____
Cathy Faughnan, Secretary of the Board